

Town of Wenham
Wenham Board of Selectmen
Tuesday, February 21, 2006
Recreation Building
6 P.M.

APPROVED BY
BOARD OF SELECTMEN
AT THEIR MEETING OF

March 7, 2006

Present: Tom Tanous, Chair; Peter Hersee; Don Pickard

Also Present: Jeff Chelgren, Town Administrator; Catherine Tinsley, Secretary

6:06 p.m. - Mr. Hersee called the meeting to order, Mr. Pickard seconded and it was unanimous to do so.

John Darling, Building Committee Chair was present to address the Selectmen.

Mr. Darling told the Selectmen the Building Committee prepared the application for Community Preservation Act funds which requires the approval of the Selectmen to be submitted to the Community Preservation Committee for consideration of funds to be used towards the cost of the town hall renovation project.

Mr. Darling briefly explained that the Building Committee is in the process of construction cost studies and the application is being submitted without total construction costs, with the request for consideration to finalize the application with the budget amount at a later date.

A general discussion regarding CPA funds followed.

Mr. Hersee moved to sponsor the application for the town hall/police station project and authorize the Chair to sign the application.

Mr. Pickard seconded and the motion was approved by unanimous vote.

Mr. Hersee moved to sponsor the Dearborn property acquisition application to the CPC.

Mr. Pickard seconded and the motion was approved by unanimous vote.

6:29 Mr. Darling left the meeting.

6:30 pm - Mr. Pickard moved to enter into executive session for the purpose of discussing union negotiations and personnel matters and return to open session.

Mr. Pickard seconded and the motion was approved by unanimous roll call vote.

7:15 p.m. - the BOS returned to open session.

The Selectmen took a brief recess until the start of their 7:30 p.m. meeting.

7:30 PM

PRESENTATIONS

Friends of the Counsel of Aging - Presentation

After a brief introduction Mary Kelly addressed the BOS saying the Counsel on Aging (COA) Friends has filed the appropriate paperwork and is now official.

Those committee members in attendance were identified as:

Jack Hauck, COA; Kit Richardson COA; Priscilla Porter, Secretary, Dorothy Woodbury;

Julie Preston, Vice President; John Suminsby, Treasurer; Trudy Reed, COA Director;

Richard Eddy, Elizabeth Ferris, Gail Mclean, Deb lowery, Allison Riley, Carolyn Simons, and Deb Trainor. She noted there are two openings on the board and anyone interested in more information can contact the COA office at 468-5529.

Ms. Kelly told the Selectmen that the Friends received an anonymous \$500 donation which was used to open the account.

She went on to say that various fund raising events are being planned, such as a yard/bake sale on June 17, 2006.

Triad – Request to conduct “Yellow Dot” program during morning hours of the May ATM.

Mr. Chelgren said the COA is requesting permission to provide registration for seniors interested in participating in the “Yellow Dot” program at the annual town meeting during the morning.

COA Director, Ms. Reed explained the yellow dot program is important first response information which is kept in a vehicle with a yellow dot in the rear window identifying that emergency information is in the glove compartment. She noted the Triad File of Life is similar but kept in the home.

Ms. Reed said that those interested in participating in the Yellow Dot program can bring their information such as emergency phone numbers, medications and medical conditions with them to the town meeting.

Mr. Tanous suggested that information about the yellow dot program be included with the annual town report, which is delivered by the Boy Scouts in mid April.

In closing, Ms. Reed recognized and thanked the First Church in Wenham for a grant to get the program started.

ANNOUNCEMENTS

Mr. Hersee identified that the warrant is open and will remain so until it is closed on March 8, 2006.

Mr. Tanous listed the open town positions and the respective terms.

He added that nomination papers can be picked up at the Town Clerk's office through March 16 and must be submitted by March 20, after which, people have until April 5 to withdraw.

Mr. Hersee encouraged residents to serve the town and run for one of the open positions.

Affordable Housing Contribution – ZBA Condition

Mr. Hersee read a letter dated August 29, 2003 identifying the agreement between the ZBA and John Maestranzi, who converted 16 Friend Court into condominiums, to pay the town \$20,000 to be used to assist Wenham residents. He went on to say the town recently received the last payment of \$15,000, which can be used by WISSH at their discretion to help and assist Wenham residents.

It was identified that the money will be put into the WISSH Account without restriction.

Mr. Tanous noted the BOS approves disbursements authorized by the WISSH Committee, adding that the Selectmen do not know who is being assisted, all information is kept confidential by the WISSH Chair.

OLD BUSINESS

Cardboard/ Recycling – Clarification

Mr. Chelgren said a recent recycling presentation caused some confusion about the process. He explained that as of April 21st cardboard can be put out with recycling and will also be picked up with the regular trash. Mr. Chelgren also said a dumpster for cardboard at the Iron Rail is not currently cost effective for the town and residents are encouraged to place cardboard out with recycling, adding trash is paid for by volume and recycling will cut the cost of trash disposal.

Police Department - Basic reserve Officer Appointments

Mr. Chelgren said Police Chief Walsh is recommending the following Auxiliary Officers be elevated to Basic Reserve status, and noted they recently completed the Police Academy in Reading: Shane Kavanagh; Chad Labrie; Laura Ktistes

Mr. Hersee moved to appoint Shane Kauranagh; Chad Labrie; and Laura Kistis as Basic Reserve Officers. Mr. Pickard seconded and the motion was approved by unanimous vote.

REPORTS

Mr. Chelgren identified Wenham Issues as a new section in the agenda, saying some residents suggested the Selectmen meetings include a time for questions and updates, and addressed the following issues:

- Meeting room sound system – Mr. Chelgren identified a few complaints were received regarding the poor audio on cable programming during meetings, therefore new microphones are being tried to resolve the problem.
- Town hall building project status– Mr. Chelgren gave a brief update saying the Building Committee is working with the Architect to evaluate the original two building design to see if it needs any modifications, adding that an analysis of the cost will also be done.
He identified that the BC usually meets weekly at 7:30 pm in the Fire Station Meeting Room. There was a request for the BC minutes to be available on the town's web site.
- Cell Tower – Identifying that the parcel of land behind the police station is the location for a cell tower, Mr. Chelgren said the plan was recently rejected by the Conservation Commission because it does not comply with local regulations regarding the wet lands.
- Community Preservation Act Committee Plans - Mr. Chelgren announced that the deadline for submitting applications to the CPC is tonight by 7 p.m. He went on to say the CPC will start reviewing the applications at their meetings on March 1& 8, 2006 and will submit a written recommendation to the May town meeting.
He went on to say that the BOS voted to approve the town hall/police station request for CPA funds for the renovation of the town hall and the future purchase of the Dearborn property.
- Dodge Property Progress – Mr. Chelgren gave a brief update on the Dodge tree farm on Main Street saying the construction of twenty-four senior housing units will begin as soon as the plan is approved by the state, possibly as early as this summer.
- Town Personnel Changes –Mr. Chelgren said recently two employees submitted their notices to leave the Town of Wenham, and are currently being advertised.
He identified that Rich Viscay, Finance Director, is leaving for a position in Salem, and DPW Director, Dan Lynch has retired as of last week, and it is possible for interviews to begin as early as next week.
- Town Budget Development – Mr. Chelgren said the Finance and Advisory Committee and the BOS have been meeting to work on a final budget and are now waiting for figures from Hamilton and School Committee before finalizing a recommended budget.

Mr. Chelgren opened the meeting to questions or comments.

Mr. Suminsby requested that the BOS agenda and issues addressed at the meetings be put on web site, commenting that he does not have cable and therefore can not watch the Selectmen meetings.

Mr. Chelgren responded that the town has limited resources and can not maintain an active dialog on the web site, but will update the information on the web site accordingly.

Mr. Suminsby also suggested that the town's committees and boards attend the BOS meetings and give reports. .

Regarding the Dodge property, Linc Richardson questioned if there will be affordable housing built related to the Dodge property units.

Mr. Tanous explained that there are no affordable units at the Dodge property development, but that Windover Development is working with the Planning Board to find suitable land in Wenham to build affordable housing.

Mr. Chelgren updated the BOS on the Capital Management Committee, saying the three entities being Wenham, Hamilton, and the H/W school Committee, previously authorized the Capital Management Advisory Committee to study a capital plan for managing the capital of the towns and schools. Currently, he said, they are in the process of trying to find candidates from the towns and school for the Capital Management Committee.

Mr. Chelgren identified that the CMC will start preparing an inventory of capital for the towns and school district and make a recommendation of what should be done to begin the process, and when ready, this will be brought to a town meeting to stand alone and carry a budget; most likely in one to two years.

Annual Appointments

Mr. Tanous said the BOS are preparing to make the annual appointments. He asked that the boards, committees and those up for reappointment notify the Town Administrator's office. He then suggested that reappointment notices be sent to those currently serving whose term is up.

Mr. Pickard announced that the Essex County Chiefs of Police will be guests of Chief Walsh at The Tea House on March 1, 2006, starting at 12 noon and the Selectmen are invited to attend.

MINUTES

Mr. Hersee moved to approve the January 17, 2006 BOS meeting minutes with edits as indicated. Mr. Pickard seconded and the motion was approved by unanimous vote.

Mr. Hersee moved to approve the January 26, 2006 BOS meeting minutes with edits as indicated. Mr. Pickard seconded and the motion was approved by unanimous vote.

Mr. Hersee moved to approve the February 7, 2006 BOS meeting minutes with edits as indicated. Mr. Pickard seconded and the motion was approved by unanimous vote.

Mr. Hersee moved to approve the executive session meeting minutes of January 17, 2006 BOS with edits as indicated.

Mr. Pickard seconded and the motion was approved by unanimous vote.

Mr. Hersee moved to approve the executive session meeting minutes of January 26, 2006 BOS with edits as indicated.

Mr. Pickard seconded and the motion was approved by unanimous vote.

Mr. Hersee moved to approve the executive session meeting minutes of February 7, 2006 BOS with edits as indicated.

Mr. Pickard seconded and the motion was approved by unanimous vote.

8:31 p.m. - *Mr. Pickard moved to adjourn and it was unanimous to do so.*